



PLANNING & DEVELOPMENT
CITY OF NEWARK

220 South Main Street · Newark, Delaware 19711
302.366.7000 · Fax 302.366.7160 · www.newarkde.gov

June 10, 2023

TO: Chair and Members of the Planning Commission

FROM: Planning and Development Department Staff

RE: 2023 Work Plan Quarterly Updates for April 2023 – June 2023

1. Continue the review and consideration of the land development projects.

April 2023

No land use projects were considered at the April 4, 2023 meeting.

May 2023

The May Planning Commission meeting was cancelled.

June 2023

The Planning Commission heard the minor subdivision for 65 North Chapel Street at the June 6, 2023 meeting. The Commission approved the subdivision with a vote of 7-0.

2. Continue work with Planning and Development staff and City Council regarding the implementation of the Downtown Parking Strategy Implementation

Staff is working to convene the first meeting of the Parking Advisory Committee. A consensus date was not found among the initial late June/early July dates that were surveyed, so additional dates from mid-July through early August have been sent to the committee members for consideration. As there are currently five of seven members appointed, a minimum of four attendees is required for quorum. The first two meetings are expected to be informational meetings regarding (1) the Parking Division and its operations and (2) the existing recommendations of the Parking Subcommittee and the Downtown Newark Parking Strategy.

3. Review and make recommendations to Council on Code revisions related to increasing the supply of affordable housing in Newark, which will incorporate the recommendations of the Rental Housing Workgroup including the inclusionary zoning ordinance and the accessory dwelling unit ordinance.

At the April 4th meeting, the Planning commission discussed amendments to Chapter 27 and 32 to remove parking requirements for affordable housing development projects and add

affordable housing as a criteria in the site plan approval process and waive development review fees for affordable housing development projects. Both motions passed with a vote of 7-0.

4. Consider amendments to the Zoning and Subdivision Code regulations as they pertain to development plan submittal requirements.

At the April 4th meeting, the Planning Commission discussed changing the timeline for development application review, including creating an accelerated review timeline for affordable housing projects, and changing submission requirements to reflect current submission processes. The motion passed with a vote of 7-0.

5. Continue quarterly reporting on the Work Plan

No update at this time

6. Participate in Training sessions as applicable and available.

- New Planning Commissioner Tauginas participated in an introduction to Land Use training hosted by the University of Delaware on Wednesday, May 24th. The training took place at the Kent County City Hall in Dover.
- Several Planning staff and Commissioner Tauginas attended a virtual FOIA training on June 7th. The training was hosted by University of Delaware.

Planning Commission Items of Note

- During this reporting period the Planning Commission welcomed new Commissioner Kazy Tauginas
- At the June 6th meeting, the Planning Commission recommended amending Chapter 32 zoning article 2, section 32-4a definitions by adding the following text for section 32-4a (91): personal service establishments; barber, beauty, shoe repair or tailor shops, dry cleaners, retail outlet only, and state licensed massage therapy. The motion passed 7-0.
- At the June 6th meeting, the Planning Commission recommended adding veterinary hospital to the code as an allowed use in BB, Central Business District. The motion passed 7-0.